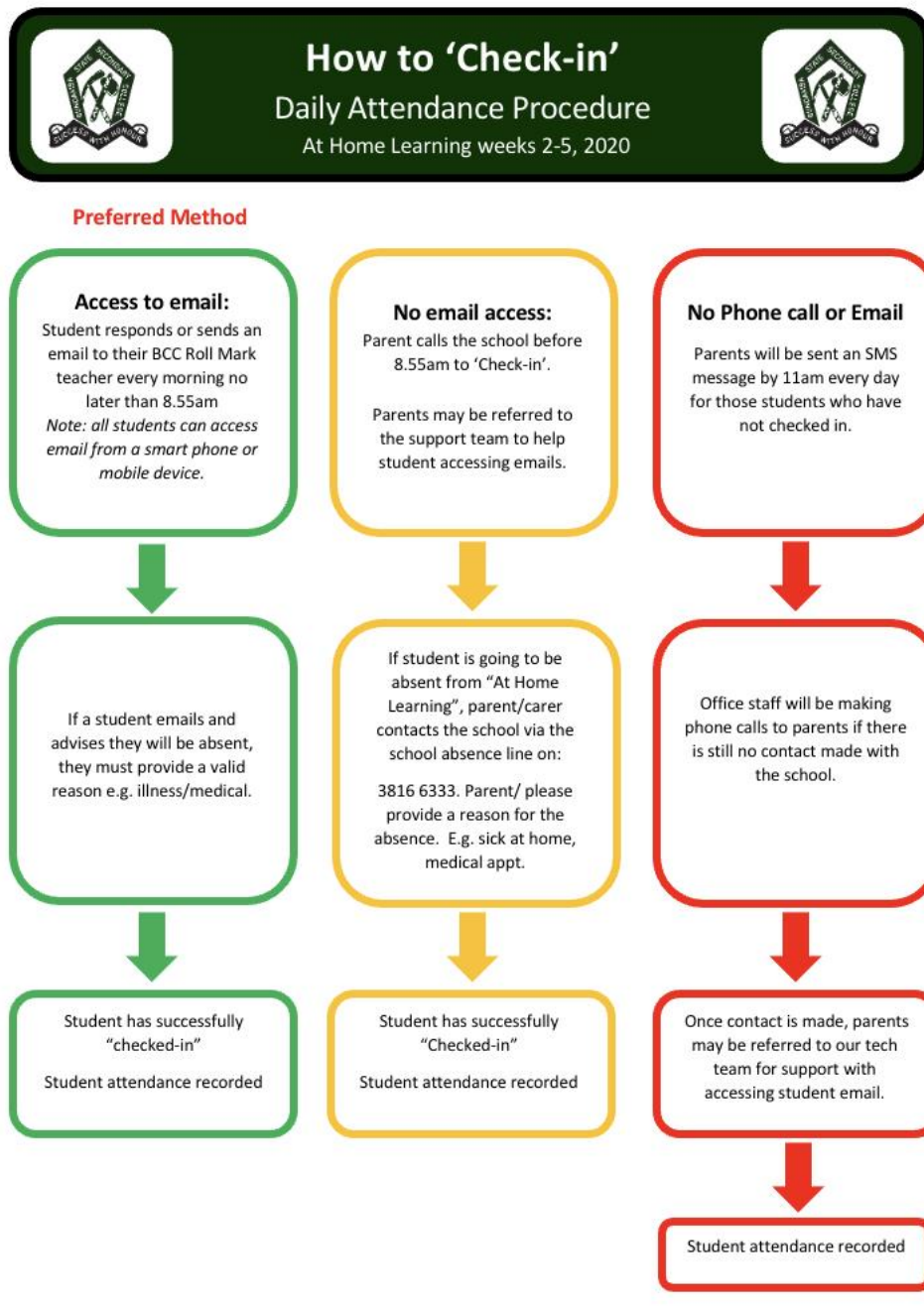




Learning at Home Senior School Term 2, Weeks 1-5

LOGGING ON AND RECORDING ATTENDANCE AT SCHOOL



- Students need to **log onto emails and eLearn platform by 8:45am each day**
 - Each student has an official school Outlook email account which can be accessed on all devices and platforms. The email account of any user is their school username followed by @eq.edu.au
 - For example, a student's login is jbieb14 and their email is: jbieb14@eq.edu.au
 - Students can access their Outlook email account at webmail.com.au
- Students have received their **timetables via email**.

Head of Year 11	Mr Gado	tgado1@eq.edu.au
EAP11A	Ms Barker	sbark53@eq.edu.au
EAP11B	Mrs Gillespie	agill236@eq.edu.au
BCC11C	Mr Webster	twebs65@eq.edu.au
BCC11D	Mrs Jordan	sxjor0@eq.edu.au
BCC11E	Mrs Chen	wchen33@eq.edu.au
BCC11F	Mr Shaw	gshaw7@eq.edu.au
TEC CREW	Mrs Charles	achar86@eq.edu.au
CHOIR	Ms Hogan	shoga30@eq.edu.au

Head of Year 12	Mrs Wellings	swell111@eq.edu.au
EAP12A	Ms King	eking179@eq.edu.au
BCC12B	Ms Burley	kburl21@eq.edu.au
BCC12C	Ms Williams	hlwil1@eq.edu.au
BCC12D	Mr Cabrera	acabr6@eq.edu.au
BCC12E	Mrs Vine-Brown	avine2@eq.edu.au
BCC12G	Mr Boucher	jbouc14@eq.edu.au
TEC CREW	Mrs Charles	achar86@eq.edu.au
CHOIR	Ms Hogan	shoga30@eq.edu.au

IT ACCESS ISSUES – e.g. I can't get on The Learning Place, technical issues with laptop

- IT support staff will be at school on Monday to assist with any concerns you may have. They can be contacted on:
 - dwell86@eq.edu.au
 - tturn74@eq.edu.au

DEVICE AND INTERNET AVAILABILITY ISSUES ONLY e.g. I don't have a device/internet

Make contact with your Head of Year

- Year 12 – Mrs Wellings - 3816 6333 - swell111@eq.edu.au
- Year 11 – Mr Gado – 3816 6333 - tgado1@eq.edu.au

CONTINUITY OF LEARNING FOR STUDENTS

- **Learning activities for each student's subject will be posted in the eLearn Virtual Classrooms for Students. How to access guide is on our website at the link below:**
<https://bundambassc.eq.edu.au/calendar-and-news/news/online-learning>
- **Students can utilise the Discussion Board in eLearn in the first instance and Emails if required thereafter to ask teachers questions and seek clarification – Teachers will respond to these during your class's timetable allocation during 3 x 70min timeslots throughout the week.**

HOW PARENTS CAN SUPPORT STUDENTS (IF LEARNING@HOME)

Before Term 2, Week 1:

- **Establish an appropriate place** in the house where you student can learn. If possible, avoid living rooms where other distractions can occur e.g. Noise from TV, Phones and Gaming consoles.

Every Monday:

- **Ensure students have accessed their school email and eLearn classrooms every Monday morning by 9am to access their weekly learning instructions for all of their subjects.**

Every Day:

- Ensure students have sent attendance email to their BCC teacher **every school day before 10:00am** (as this is how attendance will be recorded).
- Assist your student/s to **establish and stick to a routine for learning**. Make sure there are breaks for **morning tea**, with a timely return and a break for **lunch** as well as **movement breaks** during the time they are learning.
- Follow our regular attendance processes; i.e. **if your student is unwell** or will not be engaging in learning at home, **inform the school by phone (07 3816633) or email absent@bundmbassc.eq.edu.au**
- Encourage your student/s to **communicate with their teachers**. It is suggested they **check their emails daily** as they may receive updates or feedback about submitted work.
- Encourage students to **communicate with their teacher via the subject Discussion Board** for their subject. **Teachers will be available for contact during their normal timetabled lesson times on this Discussion Board.**
- If parents have **questions and require further assistance, please contact the classroom teacher in the first instance. A comprehensive list of contacts is located on the schools webpage** at <https://bundambassc.eq.edu.au/our-college/our-staff> including contacts for wellbeing support services (Guidance Officer, YSC, CEC, Nurse) and IT support staff.

QCAA ASSESSMENT REQUIREMENTS

- **Year 12** students will complete **THREE** (2 internal & 1 other) assessment tasks in 2020. One of these internal assessments was completed in Term 1.
 - A **revised assessment schedule** for your individual assessment task will be communicated to you via your teacher & Head of Department. **You will receive an updated assessment schedule by end of week 1.**
- **Year 11** students will complete, in some cases, modified assessment task to accommodate the learning at home requirements – any changes made to your assessment schedules will be communicated to you by your teacher.

IMPORTANT SENIOR SECONDARY CONTACTS

- **For any learning questions please contact your classroom teacher via email** contact list is located on school website <https://bundambassc.eq.edu.au/our-college/our-staff>
- If other support is required, please don't hesitate to contact the following staff

Jarred Mitchell	Deputy Principal – Senior School	jmitc198@eq.edu.au
Emma King	Head of Department – Senior School	eking179@eq.edu.au
Shannon Wellings	Head of Year 12	swell111@eq.edu.au
Timothy Gado	Head of Year 11	tgado1@eq.edu.au
Hollie Sanders	Guidance Officer	hsand49@eq.edu.au
Candice Ferrier	TAFE – VET and Apprenticeships	cferr21@eq.edu.au